



City of Longview

Minutes

1525 Broadway
Longview, WA 98632
www.ci.longview.wa.us

Parks and Recreation Board

Monday, November 20, 2023

5:00 PM

Recreation Office,
2920 Douglas Street, Longview WA

1. HYBRID MEETING

23-001763 NOTICE IS HEREBY GIVEN, in accordance with RCW Chapter 42.30, that the Parks and Recreation Advisory Board of the City of Longview, Washington, will be holding a meeting on November 20, 2023 at 5:00 p.m. in the Training Room, on the 2nd floor of City Hall 1525 Broadway St., Longview. The meeting is also available online and/or via telephone.

Microsoft Teams meeting

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Meeting ID: 229 956 634 565

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Phone Conference ID: 525 776 909#

The City Hall is accessible for persons with disabilities. Special equipment to assist the hearing impaired is also available. Please contact the City Executive Offices at 360.442.5004 48 hours in advance if you require special accommodations to attend the meeting.

2. CALL TO ORDER

The meeting was called to order at 5:00 PM by Board Chair Claire Pang.

3. FLAG SALUTE

4. ROLL CALL

Members Present: Board Member Rayleen Aguirre, Board Member Jenny Oskey, Board Member Claire Pang, Board Member Oliver Black, Board Member Glenda Johnson

Members Absent: N/A

Constituents Present: Erik Halverson

Council Members Present: Spencer Boudreau

Staff Present: Jennifer Wills, Melissa Harbour, Joanna Martin, Justin Brown

5. APPROVAL OF MINUTES**23-001764 PRAB Draft Minutes 09.18.2023****PRAB Draft Minutes SPECIAL MTG.10.19.2023**

A motion was made by Board Member Black and seconded by Board Member Johnson to approve the minutes from 09.18.2023. The motion passed with the following vote:

Ayes: Jenny Oskey, Oliver Black, Glenda Johnson

Nays: None

Abstain: Rayleen Aguirre, Claire Pang

Yes 3, No 0, Abstained 2

A motion was made by Board Member Black and seconded by Board Member Oskey to approve the minutes from 10.19.2023. The motion passed with the following vote:

Ayes: Jenny Oskey, Oliver Black, Claire Pang

Nays: None

Abstain: Rayleen Aguirre, Glenda Johnson

Yes 3, No 0, Abstained 2

6. CHANGES TO THE AGENDA

N/A

7. CONSTITUENT/BOARD MEMBER COMMENTS

Board Member Johnson provided comments.

8. OLD BUSINESS

N/A

9. NEW BUSINESS**23-001765 METROPOLITAN PARK DISTRICT - AFTER ACTION REVIEW**

SUMMARY STATEMENT: Staff met and discussed the process of which education was disseminated regarding the Metropolitan Park District Proposition 1. An After-Action Review was conducted to review the key findings and lessons learned regarding the process. Attached is the review. Action: None

No Action

23-001766 COMMUNITY ENGAGEMENT AND PUBLIC OUTREACH POLICY

SUMMARY STATEMENT: Upon review/conclusion of the Vandercook Restroom Project, the Department has taken it upon themselves to create a Community Engagement and Public Outreach Policy to guide future projects to ensure transparency and support.

Action: Provide Feedback to Enhance the Policy Further

Verbal feedback was provided by the board.

23-001767 PARKS AND RECREATION PROJECT LIST

SUMMARY STATEMENT: The Department wanted to provide a comprehensive list of all the projects that it was involved with and where they were in the process to the Park Board for their knowledge. Action: None

Verbal feedback was provided by the board.

10. DEPARTMENTAL REPORTS (10 Minutes)

23-001769 A. Park Division Board Report - November 2023

B. Recreation Division Board Report - November 2023

C. Director's Report - November 2023 (Verbal)

The Park Maintenance/Urban Forestry Division Report was embedded in the agenda.

The Recreation Division Report was embedded in the agenda.

The Director's Report was provided verbally by Director Jennifer Wills.

11. ADJOURNMENT

The meeting was adjourned at 5:54 P.M. by Board Chair Pang. The next meeting is scheduled for December 18, 2023 at 5:00 P.M.